South Carolina Fire Academy Advisory Committee Quarterly Meeting Meeting Minutes – March 19, 2008

Members Present: Jonathan Jones, Lavarn Lucas, Fred Brandt, Phil Elliott, Brian Horton, Dixon Odom, Karl Ristow (via phone), Art Sattler, Alan Sistare, Jim Still, Bill Streuber,

Members Absent: Eddie Turner, Mike Wirt, Jackie Yates

Alternates Present: Bill Addis, Larry Brady, Skip Hannon, Eddie Watson

Non-Voting Members Present: John Reich and Ed Roper

Visitors Present: Sharon Dantzler, Ray Hoshall, Mike Rakoske, Norman Knight, Ken Taylor, Steve Graham, Leroy Marcotte, Chris Harvey, Michael Parrotta, Ernest Spong, Adam Lezan, John Bowers, Phillip Russell, Cindy Brazell and Russ Friar (+ 2 more visitors whose names were illegible)

Chairman Jones called the meeting to order. Ed Roper advised that a quorum was present. Chairman Jones asked for each person to introduce themselves.

Chairman Jones asked for a motion to approve the minutes from the January meeting. Art Sattler made a motion, Fred Brandt second. Discussion: none. All in favor of accepting the minutes. None opposed. The motion passed.

Discussion of the draft legislation for a Firefighter Training and Standards Council

Chairman Jones gave a brief history of this issue. He wanted today's meeting to address the process of selecting members to the council.

Chairman Jones read an e-mail from Karl Ristow with questions for Sharon Dantzler. The first question asked about the need for a public member to be on the council? Dantzler replied that the Statute does not require a public member given the way the scope of authority was set up. If the scope of the council duties change, then the public member will have to be addressed. The second question asked for clarification of paragraph 20 (23.51.20) of the draft concerning "consult and cooperate with employing agency". Dantzler stated that the meaning of the statement was that should a local or industrial fire authority seek a consultation from the fire authority then it would be this council's responsibility to find that expertise for them. It would be the council's job to match up with a resource to help them out. It does not mean that the council can tell a fire chief who he can or cannot hire.

Jim Still had some questions concerning the some of the verbage. He also wanted clarification of the term "employment" to be paid, volunteer, etc. There was question asking if OSHA already has existing standards. Dantzler stated that the OSHA standards are limited to firefighter safety because OSHA is limited to employee safety. OSHA can never fill in the gaps of public safety.

Chairman Jones opened the floor for discussion on the current draft. Alan Sistare made a motion that any discussion pertaining to South Carolina Firefighters Training and Standards Council and any proposed draft legislation of this nature be tabled by this committee until which time it can be presented to the joint council of all associations for

further correction. Bill Addis seconded the motion. There was discussion about the next meeting of the joint council or the existence of a joint council. Reich stated that the last time the joint council met was in 2002 or 2003. Jones encouraged this process to continue because he did not want to see the issue tabled. Others stated that they felt like the committee was being rushed to present a plan to the legislature. Reich stated that the purpose was to introduce legislation to say what the minimum standards will be and how we will get them. Sistare felt like the issue should be tabled for now so that each member could get proper direction form their associations. Others agreed with Sistare's comment and felt that if this committee cannot enforce the standards then we are wasting time.

Sistare amended his motion to state that this committee should table the issue as old business until the July conference with the understanding to get direction from the joint council before the end of the Firefighter's annual conference in July. Discussion included statements on how to get the joint council to meet with in the next couple months if they haven't met in years. There was also concern if we will be stuck if the joint council never meets. Vote: in favor = 10 opposed = none. The motion passed.

Chairman Jones asked for reports from the different associations:

SC Firefighters Association – Jonathan Jones

Jones stated that they are getting ready for the annual conference in July. Hope to have a flyer in the next Academy catalog about the conference.

SC Fire Chiefs Association - Alan Sistare

The next meeting will be April 16 at the Academy. The Fallen Firefighter Memorial will be held at 10 a.m. that morning.

SC Fire Marshal Association – Phil Elliott

Spring conference will be June 9 – 13.

Public Education Association - Bill Addis

Upcoming conference in April at Myrtle Beach. The next meeting will be in June at the Fire Academy.

Industrial Representative - no representative

Professional Firefighters - Fred Brandt

No report.

SC Arson Association – Brian Horton

The association will hold its first quarterly meeting on Mar. 20 in Berkeley Co. 175 people are expected to attend.

Higher Education - no representative

SC Society of Fire Service Instructors - Art Sattler

The annual conference was held Feb. 8-10 at the Academy. The next meeting is scheduled for April 2 at the Academy.

Standing committee reports

Curriculum - Bill Streuber

The subcommittee had a teleconference on Mar. 6 to talk about the Fire Officer I course. Friar stated that the academy has started its pilot classes for the new 3310 course.

Facilities -

Roper stated that the new construction projects are coming along. Looks like we have will have to annex with the City of Columbia to get water for the sprinkler system.

Finance - Dixon Odom

Deferred to Ed Roper's report. Finances are doing well. We are trying to spend down so we don't lose money to the state.

<u>Superintendent's Report – Ed Roper</u>

Roper handed out and reviewed the SCFA finance report, regional reports and the current organizational chart. The new catalog is in the planning stages and hopes to be in the mail by mid May.

Resident Training - Phillip Russell

Russell presented and reviewed Resident Training Report. Russell expressed disappointment in the low turn out for the Southeastern Fire School this year.

Curriculum Report - Russ Friar

Friar's report was reviewed during the curriculum subcommittee report by Bill Streuber.

Old Business

Brian Horton brought old business from last August concerning the two-week arson program. Horton reviewed a letter stating the stance from the Arson Association for this training. This association (arson) is offering to help the academy choose the students who are accepted into this course. The association feels that the academy should not accept students into this program who have a background in arson (convicted arsonist). The association will not train a known convicted arsonist. Roper stated that the academy depends on the arson association to teach this program. If they will not teach the course, then the academy will have to go out of state if necessary to find instructors. There was much discussion from the committee concerning this issue.

New Business

None

The next quarterly committee meeting is scheduled for July 9, 2008 at 10 a.m.

With no other business the meeting was adjourned.

Respectively submitted,

Ed Roper Recording Secretary

Note: Attachments were given to those who were at the meeting and will be e-mailed to those who were not able to attend.

South Carolina Fire Academy Advisory Committee Meeting March 19, 2008

Order of Business

- 1. Call to Order Chairman 12:30 p.m.
- 2. Approval of minutes from January meeting
- 3. Firefighter Training and Standards Council Legislation discussion
- 4. Organization Reports
 - a. SC State Firefighters' Association Training & Education Committee
 - b. SC Fire Chief's Association
 - c. SC Fire Marshal's Association
 - d. SC Society of Fire Service Instructors
 - e. Professional Firefighters Association
 - f. SC Chapter, International Association of Arson Investigators
 - g. Industrial Fire Protection
 - h. Higher Education
 - i. SC Public Education Association
- 5. Standing Committee Reports
 - a. Curriculum Committee
 - b. Facilities Committee
 - c. Financial Committee
- 6. Superintendent's Report
- 7. Unfinished Business
- 8. New Business
- 9. Adjourn

The next scheduled quarterly meeting will be July 9, 2008 at 10 a.m.

South Carolina Fire Academy Advisory Committee Quarterly Meeting Meeting Minutes – Jan. 9, 2008

Members Present: Jonathan Jones, Phil Elliott, Brian Horton, Dixon Odom, Karl Ristow,

Art Sattler, Alan Sistare, Jim Still, Bill Strueber, Eddie Turner, Mike Wirt

Members Absent: Fred Brandt, Jackie Yates Alternates Present: Jeff Allen, Larry Brady,

Non-Voting Members Present: John Reich and Ed Roper

Visitors Present: Sharon Dantzler, Adrienne Youmans, Mike Sonefeld, Michael Parrotta, LeRoy Marcotte, John Bowers, Jason Pope, Phillip Russell, Cindy Brazell and Russ Friar

Chairman Jones called the meeting to order. Ed Roper advised that a quorum was present.

Chairman Jones asked for a motion to approve the minutes from the October meeting. Art Sattler made a motion, Mike Wirt second. Discussion: There is a typo under "new business, section a, item 6. SCFA should be SCIAAI. All in favor of accepting the minutes with this correction. None opposed. The motion passed.

Review of the plan for a Firefighter Training and Standards Council

Chairman Jones reviewed information about the need for a Firefighter Training and Standards Council. On Dec. 6, 2007 a meeting was held with Representative Gilda Cobb Hunter and several fire service organizations members and State Fire Marshal Reich. This group discussed the need for a minimum training standard for firefighters and how we could do that thru regulation. Representative Cobb-Hunter indicated the fire service need to write this or some legislators might do it for us. A second meeting was held with Representative Cobb-Hunter and additional members of the fire service including Chairman Jones from this advisory committee. The idea of a Training and Standards council was discussed and it was brought up that we had a statutorily driven committee the Fire School Advisory committee who was established and all fire service organizations were well represented so why not change the name and change their responsibility to become the Standards Council. This committee would need to have additional members added from the Municipal Association, Association of Counties and Special Purpose Representative Cobb-Hunter charged Chairman Jones and the advisory committee to look at how the existing committee could be changed to meet the needs of establishing minimum training standards. So Chairman Jones sent out the first draft of information to the members and some have responded. Our meeting today is to begin working on our task to develop the details of transforming this committee into a Standards and Training Council and the make up of the committee. Chairman Jones handed out and reviewed the existing advisory committee by-laws.

There was discussion concerning the goal for this new council which included:

- 1 leave this meeting with a document that all agree on as a recommendation that can be presented for legislation.
 - 2 try to create a minimum set of standards in SC for firefighting training.
 - 3 this board would report to the director of LLR.



Chief Ristow raised the question about what laws we have now related to training. We do have the state OSHA regulations.

Question: What can't we do now that we will be able to do with a new council?

1—the broader scope only affects those who use the SC Fire Academy. There is no law to mandate that the firefighters must be trained by the SC Fire Academy. This is the reason for this Standards and Training Council.

Discussion turned to the make up of the committee. Chief Ristow raised the question about the number of representatives from the Firefighters Association compared to the number from other associations. There was much discussion on why the existing committee had the membership it has. There was also discussion about how the Chairman of this new committee would be selected and why should they not be elected by the committee.

Motion by Chief Ristow: That the chairman of the Standards and Training Council shall be elected by the council membership on an annual basis.

The motion was seconded by Art Sattler. Discussion: none.

Votes: in favor - 8, opposed - 1. The motion carried.

President Parrotta of the professional firefighters voted but was advised by Secretary that he was not eligible to vote because he was not listed as the member or alternate from the professional firefighters. The by laws of the committee clearly spell out who is allowed to vote.

There was discussion about adding a member of the public to this committee who would be appointed by the LLR Director as well as a question is there a need for the by-laws to address a "proxy" for when a member cannot attend a meeting and sends another member of the association. LLR Attorney Sharon Dantzler stated that today these type committees usually have a member of the public and she would check to see if it is required. Usually a legislative committee does not allow a "proxy" setup. She will work up a draft regulation and make sure the wording is correct. She will get the draft to Chairman Jones who can send it out. Chairman Jones noted that there would probably be another special meeting to approve the final draft. Ms. Dantzler stated once this committee is established by the legislature and is made responsible for establishing a minimum standard they would then be able to establish the minimum standards that would be promulgated as a regulation but it would have to be approved by the legislature. Changes in the future would also have to be approved by the legislature and that is what makes the process political.

Chairman Jones asked for reports from the different associations:

SC Firefighters Association – Jonathan Jones

Jones has been working on the standards and training council set up. He has been tasked by his association with confirming instructors and classrooms for the annual conference this year.

SC Fire Chiefs Association – Alan Sistare

Announced that they had good conference this past Oct. the next meeting will be Jan. 22 at the Fire Academy. Chief Larry Brady from North Spartanburg will be the new alternate for the Chief's association.



<u>SC Fire Marshal Association</u> – Phil Elliott No report.

Public Education Association - no representative

Industrial Representative - Mike Wirt

Next meeting will be Jan. 17. Conference scheduled for Mar. 27.

<u>Professional Firefighters</u> – no representative. The President and Secretary were present but are not the member or the alternate.

SC Arson Association – Brian Horton

Annual conference was in Oct. at Myrtle Beach. This association is in the process of updating there by-laws and policy changes. Jeff Allen will be the alternate.

Higher Education – Karl Ristow

No report

<u>SC Society of Fire Service Instructors</u> – Art Sattler Annual conference will be Feb. 8-10, 2008 at SCFA.

Standing committee reports

Curriculum - Bill Streuber

Deferred to Russ Friar. The subcommittee met earlier today. This was a very productive meeting.

Facilities – Eddie Turner

Turner noted that he liked getting the photos and updates on the new construction. Everything is still on schedule. Roper stated that construction on the burn building will start soon.

Finance - Dixon Odom

Deferred to Ed Roper's report.

Superintendent's Report - Ed Roper

Roper handed out and reviewed the SCFA finance report and the current organizational chart. We have 37 full-time employees. Keith Rucker has been hired as the new region 6 coordinator. There is a vacancy in the Greenville Regional office for an administrative assistant. Both of these positions have been upgraded into full time slots.

The academy's plan is to get five (5) more full time slots. Fire Marshal Reich is helping with this plan.

Resident Training - Phillip Russell

Russell presented and reviewed Resident Training Report. Russell stated that we have added Chris Hall to the rescue program as a part-time employee. Also, Sean Davis has been hired as our new ARFF (aircraft rescue) instructor.

Curriculum Report - Russ Friar

Friar presented and reviewed the Curriculum Report.

Friar drew attention the update for the Fire Officer I course, stating that the course length will need to be extended to cover all of the material.

Friar also noted that we have many instructors who do not teach their specialty code. At what point do we drop the specialty code from those instructors. Do we need to require competency testing to ensure instructor stay up to date.

Phil Elliot asked that Friar include information on Fire Marshal training on future reports.

Regional Report

Roper handed out and reviewed the regional report thru July.

John Reich

Reich stated that Dan McManus has been hired to head up the US&R.

Old Business

- 1 Brian Horton stated that in 2010/2011 the National Arson conference will be held in our state.
- 2 a question was asked of Chief Ristow about the status of the mid-level executive training course CJA was offering and he stated at this time there is still no set time frame for this training to be offered.

New Business

None

The next quarterly committee meeting is scheduled for April 9, 2008 at 10 a.m.

With no other business the meeting was adjourned.

Respectively submitted,

Ed Roper

Recording Secretary

Note: Attachments were given to those who were at the meeting and will be e-mailed to those who were not able to attend.



Fiscal Year 2008	Jul-07	Aug-07	Sep-07	Oct-07	Nov-07	Dec-07	Jan-08	Feb-08	Mar-08	Apr-08	May-08	Jun-08	Total
fotal Courses Started This cal Year:	27	63	119	101	85	61	118	107	0	0	0	0	741
Catalog	27	45	61	48	39	21	39	50	0	0	0	0	330
Grant	2	2	4	0	0	0	7	5	0	0	0	0	28
In House Training	18	18	23	25	21	14	25	24	0	0	0	0	168
Request	2	23	31	28	25	26	47	28	0	0	0	0	215
											:		
Total Courses Completed This cal Year:	42	86	66	96	100	74	7.7	97	0	0	0	0	671
Catalog	16	43	09	47	47	25	24	44	0	0	0	0	296
Grant	4	9	9	0	0	0	2	9	0	0	0	0	27
In House Training	14	16	18	23	20	22	13	24	0	0	0	0	150
Request	8	21	56	26	33	27	33	24	0	0	0	0	198
Total Courses Cancelled:	12	31	31	31	16	80	24	25	0	0	0	0	178

SCFA REGIONAL SUPERVISOR'S REPORT ANNUAL REPORT BY MONTH

	July		Augus.		September		October		November		December		January	Fel	February	March		April		May	ŕ	June	₹	ALL REGIONS TOTAL	FOTAL
	Fotal	Miles	Total	Miles	Fotal	Miles	Total	Miles	Total	Miles	Total	Miles	Total	Miles To	Total Miles	S Total	Milles	Total	Miles	=	Miles		Miles	ACTIVITY	MILES
vssociation Meetings <u>vitended</u>	6	1195	7	236	∞	401	,c	087	5	3	~	=		148	Ť	٥			-		-			3	
dectings with Dept. Hicrals	31	200	53	118	39	220	7	808	29	- 64	45	-	-	-	53 696	╀—	. 0	0		1 =) c		343	3131
nstructor Evaluations	2	154	+	86		148	5	151	۳,	42		+	2		, 95	<u> </u>	۵	6	c	-	, -			6	177
apprenticeship valuations	3	34	C.	52	2	0	9	150	2	6	-		╁	-	+	╀							2 3	77 5	00/
Orop Off Teaching faternals	20	66/	25	856	61	1 64	32	822	23	735	=	╀		-	 		C	=		, -				183	£ 5
ick Up Teaching faterials	5	202	9	186	41	385	13	97+	6	415	9	19			 		0	O	0	, 0	0			7.5	2620
valuating Course	2	ょ	S	520	10	756	20	819	12	760	5	395	2	180	8 317	0	0	0	0	0	0	-	0	35	36.40
eaching Course	Ç	38	81	1072	25	1642	17	854	91	106	17	650	11	- 689	16 590	0	٥	0	0	c	G	-	- a	123	9,,09
nps to SCFA	5	785	7	1486	. 6	849	9	864	5	1026	7	999	88	1259	8 1216		0	٥	0	-	, 0) c	- c	46	P50X
FSAC Certification ests	7	2	11	20	10	26	9	950	. 6	50	9	0	2	226	9	c	c	c	c					5	703
	July Total	otal	Augus	August Total September	Septem		October Total November	Total	ovemb		December	Т	January	T	I E	Marc	March Total	April Total	T	May Total	,	June Total	- - -	60	907
	Miles:	S: 1556	Miles:	;; ±	l otal Miles:		Miles:		Total Mi	;;	Total Miles:		Total Miles:		Total Miles:	Miles:		Miles:		Miles:	<u> </u>	Miles:		TOTAL	
	ή (÷		اً ا	7	, 1	Τ	7		C/Q+	1	25.2	T	4306	1	1961	4	٥			0		0		MILES:	34525
	Rurns in	in or	August 1	0121	September Total Burns		October Total November	Otal	Novembe		December		January		February		March Total	April Total		May Total		June Total	<u> </u>		
	Columbia:	bia:	Columbia:	Dia:	in Colu	a du	in Columbia: Columbia:		rotai buriis in Columbia:	Durins 1.	Form burns		lotal Burns in Columbia:		lotal Burns		= :	Burns in		Burns in		Burns in		TOTAL	
		_			7		2	·							in Columbia:	: Columbia:	nota:	Columbia:		Columbia:		Columbia:		BURNS IN	
	July Total	laic	August	August Total	Sentember	Γ	October Total November	Total	Joseph	T	December	Τ	-	1	•	;			T	ء :	1	-	+	COLUMBIA:	12
	Burns in	.5	Burns in		Total Burns	9	Burns in		Total Bu		December Total Burne		January Totel Burns		repruary Total Burns	March	March Total	April Lotal		May Total		June Total			
	Regions:	:5:	Regions:		in Regions:		Regions:		in Regions:		in Regions:		in Regions:		in Regions:	Regions:		Regions:		Burns in Regions:		Burns in Regions:		TOTAL	
		_		6	~		-		7	\dashv	او	\dashv	F	_	7		•			٥		0		REGIONS:	51



Fire School Advisory Board Curriculum Section Report March 19, 2008

Curriculum Development Projects:

- 1. Course 2100 Fire Officer I
 - Student Activity and Task Performance Manual is being developed.
 - No other changes since last meeting.
 - Projected course date is 1-1-09.

Course 2101 – Fire Officer II

• No changes from last meeting.

Course 1205 – POV Response

- Project has been completed since last meeting.
- Curriculum provided to all 1205 and 1210 Instructors.

Course 3310 – Rope Operations (Low Angle)

• Pilot of new program, March 18-20, Lexington County.

Course 1210 - EVDT

• New lesson plan has been completed since last meeting.

Course 1220 – Pump Ops I and Course 1221 – Pump Ops II

• Committee work continues on both.

Course 4165 – Fire and Life Safety Educator

Program updated to the 2005 Edition of NFPA 1035.

5Th Edition Essentials Curriculum Update

- Conversion of lesson plans continues.
- Committee members reviewing material.
- Projected date of 1-1-09
- Projected cost: \$94,600

Materials (450 Instructors) Initial Student Manual order

Certification and Accreditation:

Main goal is to be ready for our Nov 2008 Re-Accreditation visit by IFSAC.





REPORT SUMMARY FY-2008

	\ \Jul\	Aug	Sept	Oct	Nov	Dec	nel.	Feh	Mar	Apr	May	-	EV VTD 2000	Total TV 0007
Total Number of Public Class/Sem. (On)	Г	17	32	12	14	28	12	28		5	Nay Nay	2000	140	101al FT 2007
	36	8	9	2	2	-	-	5					61	30
ial Class	-	-	9 '	17	12	9	0	12					55	80
Total Number Industrial Classes (OFF)	3	0	3	3	8	2	3	2					24	21
asses	0	4	-	10	0	2	0	9				:	23	29
1D Gran		0	0	0	0	0	0	0					0	
Total Number SC EMD Grant (OFF)	8	2	2	0	0	0	2	5					14	28
Weekend Burn Building Use	_	0	5	3	1	0	1	က					14	23
	2	2	8	5	5	4	7	5					44	78
Total Nieeting / Training	2	-	4	-	2	2	3	1					16	23
Total Number of Classes (On Site)	15	88	26	48	34	42	23	55	0	0	0	0	301	443
Total Number of Classes (Off Site)	42	위	7	2	9	ဂ	9	12	0	0	0	0	66	62
Total Number of Resident Courses	55	38	29	53	4	45	29	29	0	0	0	0	400	522
Total Number of Public Fire Students(On)	88	33	754	181	296	543	281	694					3138	3.665
Total Number of Public Fire Students(off)	1106	89	24	42	30	16	24	06					1400	829
Total Number of Industrial Students (on)	7	20	93	272	181	81	0	193					847	1.332
Total Number of Industrial Students (off)	99	0	38	28	90	23	38	28					284	324
Total Number of ARFF Students		26	17	82	0	22	0	57					269	229
Total Number of SC EMD Students (On)		0	0	0	0	0	0	0					0	118
Moder of SC EMD Students (Off)	45	8	22	0	0	0	37	86					220	433
Mosting other than Olasses	6		53	20	18	0	10	72					212	370
INGENING OUTER UTAIN CLASSES - Attendees	239	414	418	161	154	550	216	291					2143	2,720
Weekend Studoot Count	35	35	105	20	35	16	41	43					327	607
Total Number of Students (On Site)	S ₃	2 5	788	43	22	8	177	89					588	1024
Total Number of Students (Off Site)	400	200	408	808	26	1327	725	1439		0	0	0	7524	10,065
Total Number of Resident Students	1504	8 9	46.5		071	39	66	204	0		0	0	1904	1,586
Total Number of Public Training Days	5 9	27	700	200	0,5	2002	824	243	1		0	0	9,428	11,651
Total Number of Industrial Training Days	3 4	3	3 5	87	7 6	40;	44	78					418	467
Total Number of ARFF Training Days		₽ - -	2 0	2 5	3	4 0	m (788 788					141	188
Total Number of SC EMD Training Days	ک چ اد	1 0	7 0	9	5	٦		٥					49	52
Total Number of Training Days	2 52	7 6		> Z) 		1	9					47	131
Weekend Classes per Month	3,	.	8 -	5	₹.	1	8	126			0	•	1310	838
Trailer Del. & Pickins Done	, "	1 7	7 5	₹	⊅ 5	٥ (ام	2					32	49
Operational Days per Month	7,	15	77	17 66	17	2 2	13	19					147	297
	<u></u>	17	07	S)	62	7.1	77	53					210	304

